

Wellness Bulletin

July - September 2011



"Did you know?"



New Updates to the CDCR Layoff Resource Intranet Page!

In a continued effort to provide support to CDCR staff, the CDCR Intranet and Internet has been updated to include a "**CDCR Layoff Resources**" link to provide one location for staff to obtain information related to layoff plans, crowding reductions, and AB 109 Implementation.

New updates have been posted to this site to provide employees with **Employment Resources** and important information regarding your **Seniority Score Verification**.

This site is updated routinely as information becomes available.

Visit the **CDCR Layoff Resources** page:

<http://intranet/ei/ER/Pages/Layoff11.aspx>

<http://www.cdcr.ca.gov/layoff-resources/index.html>



EAP Highlight

Member Matters

As part of your Employee Assistance Program (EAP) benefits, you can access a host of online tools to help you balance your health, work and life.

Member Matters is your monthly e-newsletter and gateway to your EAP member website, where you'll find tools and information on a variety of topics including emotional health, fitness, relationships, financial issues and much more.

Click on this URL to access the Member Matters Newsletter Archive –

<https://members.mhn.com/web/public/default/NewsletterArchive>

Call EAP at **1-866-327-4762**

Available 24 hours a day, 7 days a week

Or visit: **www.eap4soc.mhn.com**

and register with access code: soc

Coping with the Stress of Change

If you are affected by change in the workplace, you might feel anxious, unmotivated, angry or depressed. You might experience trouble sleeping, frequent headaches or loss of appetite. The good news is that you can control how you think and react to change, helping yourself feel calmer, healthier and more committed to work.



FIVE TIPS FOR HANDLING CHANGE

- **Prepare:** Think about how you will manage your work, financial and home life so you won't be caught off guard when faced with a change. For example, take all the training you can to keep your skills current. The more things you can do, the easier it is to fit into a new work environment.
- **Stay positive:** It's important to acknowledge positive and negative feelings during a time of change, but try to stay focused on the positive. Negative feelings like bitterness and blame can sap your time and energy. Remember, change can also mean opportunity.
- **Accept change:** If you accept change as a constant in your work life, it's less likely to overwhelm you.
- **Take care of your health:** Even a short daily walk can reduce stress and anxiety, help you sleep better and increase your appetite. A gentle stretch can work wonders for muscle aches that creep up during times of stress. A good night's sleep, yoga or meditation may help you feel healthier.
- **Keep your work and life balanced:** Resist the temptation to bring work home when change results in an increased workload. Keep in mind that it's even more important to recharge during periods of increased stress.

Got WATER?

Water is a critical element of the body, and adequate hydration is a must to allow the body to function. Up to 75% of the body's weight is made up of water. Most of the water is found within the cells of the body (intracellular space). The rest is found in what is referred to as the extracellular space, which consists of the blood vessels and the spaces between cells.

Dehydration occurs when your body loses more water than it takes in. We lose water routinely when we:

- Breathe and humidified air leaves the body
- Sweat to cool the body
- Eliminate waste from our bodies

Dehydration can result in:

- Muscle cramps
- Nausea/Vomiting
- Heart palpitations
- Lightheadedness
- Dry mouth

The best way to treat dehydration is to prevent it from occurring in the first place. To prevent dehydration:

- Drink at least eight 8-ounce glasses of water a day.
- Consume juicy fruits such as pears, and watermelons, which are 80 percent water and are especially good for moisturizing the lungs and respiratory system. (Remember: since fruit contains sugar, limit your intake to two pieces a day.)
- Keep bottled water readily on-hand at home and in the office, and make sure to drink plenty of water before, during and after exercise.
- Use a sports drink if you are going to be exercising longer than 1 hour.
- Avoid alcohol, coffee, colas, or other drinks that contain caffeine, as they will dehydrate you faster.

Article from:

<http://www.medicinenet.com/dehydration/article.htm>

Staying Well Pays Off Health plans offer wellness incentives



Staying healthy is an ongoing challenge. Did you know that your CalPERS health plan can help? All CalPERS health plans offer wellness resources and incentives to assist you in improving and maintaining your health. Wellness resources available from all CalPERS health plans include: 24-hour nurse phone line, personal telephonic health coaches, online programs for smoking cessation, exercise, nutrition, stress management, weight management, as well as discounts for fitness centers, weight loss programs, and over-the-counter drugs.

Contact your health plan today!

Ways to Achieve Balance

Life can be a juggling act. Work, family and personal needs compete for your time and attention, but a sense of "balance" can help you create a rich and varied life free from conflicting demands.

Here are some ways to help you achieve balance:

AT HOME

- Spend time with your children
- Make meal times special
- Have fun with your family



AT WORK

- Plan, prioritize and organize your work life
- Take breaks
- Use your lunch hour for quick errands

LEISURE TIME

- Cultivate personal interests
- Build regular exercise into your routine
- Take mini-vacations

Provided by MHN